

11 January 1979

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MEMORANDUM FOR THE RECORD

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FROM: [REDACTED]

Chief, Facilities Branch, Security Committee

SUBJECT: FBI Academy, Quantico, Virginia

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1. On January 8, 1979 Mr. Robert W. Gambino and [REDACTED] visited the FBI Academy, Quantico, Va. This visit consisted of a meeting with Kenneth E. Joseph, Assistant Director in charge of the Training Division of the FBI, who discussed the organization and mission of the academy. This was followed by a tour of the academy facilities led by SA Bob Taubert and a luncheon meeting with Mr. Joseph during which items of mutual interest were discussed.
2. Of particular interest to Mr. Gambino was whether or not the Quantico facilities could be utilized by the Security Committee for specialized training in the event such training becomes necessary. Mr. Joseph noted that the academy is booked to capacity for FY 79 with the possible exception of weeks that contain holidays. However, Mr. Joseph indicated it might be possible to make arrangements for such a school provided sufficient notice was given.
3. Mr. Joseph suggested that Mr. Gambino contact him informally when the need occurs with the details such as length of school and number of students and he will see what accommodations are available prior to any formal request being made.
4. Mr. Joseph suggested that the Federal Law Enforcement Training Center Glynco, Georgia could possibly be used in the event that space is not available at the academy during the period needed.
5. The meeting was very cordial.

[REDACTED]  
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Distribution:

1-SECOM Chrono  
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19/32

CIA practice has been to retain initial document receipts for a period of two years and, in most cases, all such receipts for the life of the document. Should a document be downgraded, decompartmented or destroyed, record of such action will still be retained for a five year period. This is a CIA general record schedule requirement.

The impression that CIA may destroy all receipts within six months may stem from a provision in DCID 1/19 which states a "record of the initial receipt and internal distribution of all SCI received, by any means, for a minimum of six months". However, <sup>the</sup> same document demands that individual receipts covering individual SCI items transferred must be retained for a minimum of two years.

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DIRECTOR OF CENTRAL INTELLIGENCE  
**Security Committee**

SECQM-A-216

12 January 1979

AGENDA

Two Hundred and Nineteenth Meeting  
Wednesday, 24 January 1979, 1000 Hours  
Room 7D32, Langley Headquarters Building

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Briefing by [redacted] Special Assistant to the DCI,  
on revision of compartmentation programs.

Preliminary Comments

ITEM 1 Approval of minutes, SECOM-M-218

ITEM 2 Reports of Subcommittee and Working Group chairmen

- a. Technical Surveillance Countermeasures Subcommittee
- b. R&D Subcommittee
- c. Computer Security Subcommittee
- d. Compartmentation Subcommittee
- e. Unauthorized Disclosures Working Group
- f. Investigative Standards Working Group
- g. Security Awareness Working Group

ITEM 3 Draft SCI appeals procedures (please note SECOM-D-423  
dated 22 December 1978 transmitting to members a  
recommended version of such procedures).

ITEM 4 New Business

ITEM 5 Next meeting